



WA-ACTE Executive Board Zoom Meeting Minutes
Saturday, September 28, 2024 | 9:00 a.m. – 12:00 p.m.

| I. Call to Order | | |
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| Activity | Reporter | Required Action / Notes |
| A. Call to Order / Welcome / President's Remarks | Jodi Jacobs | The Washington ACTE Executive Board Meeting was called to order at 9:02 a.m. on Saturday, September 28, 2024, by President Jodi Jacobs. |
| B. Roll Call | Tess Alviso | Tess Alviso, WA-ACTE Executive Assistant, conducted a roll call and determined that a quorum was present. |
| <p>Present:</p> <p>President Jodi Jacobs President Elect Ross Short Past President Kevin Smith Administration Mark Madison Agricultural Education Josh Krieg Business and Marketing Education Heather Gallagher Career Counseling & Employment Readiness Nora Zollweg Family and Consumer Sciences Maureen Collins Industrial Technology Education Lew Keliher</p> <p>Absent:</p> <p>Health Sciences Stefanie Brophy Awards Committee Chair Vern Chandler</p> <p>Non-Voting:</p> <p>Executive Director Tim Knue Executive Assistant Tess Alviso Executive Assistant Franciene Chrisman Government Relations Jesse Taylor</p> <p>Guests:</p> <p>OSPI Krista Fox Washington STEM Angie Mason-Smith SkillsUSA / CTSOs Karmen Warner</p> | | |
| C. Agenda Changes / Approval of the Board Agenda | Jodi Jacobs | Move Jesse and legislative report to before OSPI. No objection, so moved. |

II. Consent Agenda

(items in the consent agenda may be removed from the consent agenda and placed on the agenda for discussion as requested)

Mark Madison moved that the consent agenda be approved as presented. The motion was seconded by Maureen Collins and carried.

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| A. August 2024 Minutes | | Approve |
| B. August 2024 Financial Statements | | Approve |
| C. Executive Director's Report | | Approve |
| D. President's Report | | Approve |
| E. Past President's Report | | Approve |
| F. President Elect's Report | | Approve |
| G. WACTA Report – Report 2 | | Approve |
| H. WAAE Report | | Approve |
| I. WE-BAM Report | | Approve |
| J. WA-CCER Report | | Approve |
| K. WA-FACSE Report | | Approve |
| L. WITEA Report | | Approve |
| M. HSCTE Report | | Approve |
| N. Correspondence | | Approve |
| O. Calendar | | Approve |

III. Board Liaison Reports

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| A. OSPI | Krista Fox | <ul style="list-style-type: none"> • New faces added to CTE department. Recruiting for associate director concluded process and offer next week. • Three additional positions. Tamara Whitcomb new Executive Director for FFA and will transition mid-November. • Health Sciences program supervisor. • Administrative assistant 3 resigned and will be replaced. • Sharing information through news and more. Approaching a way to announce topics ahead of time. • How can we support you? Offering clock hours and times for teachers to engage. • US President scholars program announced recognizes graduating seniors and CTE scholars. Applications due. |
| B. Legislative | Jodi Jacobs / Tim Knue / Jesse Taylor | <ul style="list-style-type: none"> • Jesse reported met as legislative group in July and at Summer Conference. • Expanded asks for 2025 legislative session. • Met a few times since Summer Conference. • Removed some items for now and waiting for clarity. |

Washington ACTE Legislative/Policy Goals for 2025 (draft) – updated 10/16/24

At time of meeting:

Clarify and simplify funding calculation and expenditure rules for approved CTE Programs:

- ~~ALL charges to CTE outside of direct support for CTE is to be limited to 15% of total CTE apportionment to the district by the district.~~ Push back, so took off of list for now. Not part of 2025 for now. Mark – WACTA trying to find out % from district CTE directors.
- Expand approved CTE programs and Funding to include 6th grade. Looking to get enhancement to include 6th grade. Tim – 6th grade left out, because 6th grade used to not be in middle school. Mark – CTE in MS, but not funding (10-12 years ago). Utilizing district funds, but not CTE funds. Not removing anything, but adding. Angie Mason-Smith: “STEM integration.” Mark Madison: WACTA opted for language which was “STEM plus other programs.”
 - Remove STEM requirement for middle school CTE
 - ~~Expand current 7-12~~ **Certifications to now be 6-12 for CTE by PESB****
- Create a single funding formula for Approved CTE Programs. ~~Instead of having two funding buckets, create 6-12. Match certification, not endorsement.~~
 - All CTE apportionment 6-12 to be calculated with the current 9-12 Funding Formula
 - One bucket of money.
- Return “Class Size Ratio” for all 6-12 CTE to 19.5:1 from the current 23:1. ~~Not talking student ratio, but funding. The department gets funded. Increase in funding to every school, department...across the board increase.~~
- Create a “45-day Grace Period” for CTE FMLA temporary replacements. ~~Cover one count day possibly two allow school to get in CTE certificate of old teacher back in. OSPI maybe do in house.~~
- Establish a direct flow of federal Perkins funds with Approved CTE Programs based

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| | | <p>on the previous “CTE Year-end Report” for Districts. Came from WACTA – small districts that get small apportionment of federal Perkins funds. Mark – worth looking at – the amount of work to do application vs. funds received. Keep it focused. Tim - Efficiencies around access to Perkins dollars.</p> <ul style="list-style-type: none"> ○ Eliminate the grant writing and approval process. <p>Notes: Follow-up with Mark Madison if he has any example models that have been looked at.</p> <p>Legislative Committee meetings Tuesdays at 4 p.m. Administrative heavy...need teacher input.</p> |
| <p>D. CTSOs - Report</p> | <p>Karmen Warner</p> | <ul style="list-style-type: none"> ● Written report. ● CTSOs growing in membership. ● Student ambassador program. ● Surround DEI initiatives. ● State conference at CPTC – 2,600 students last year. ● DEI in the CTE classroom. ● Registered apprenticeship statewide with youth workforce development. ● HOSA two fall leadership conferences. 10 new chapters. ● FFA – new leadership Tamara Whitcomb. ● National FFA Indianapolis. ● TSA – 41 chapters 2,500 members. ● Fall leadership events. ● State conference moving to Spokane April 2-5. ● WSCTSMA – Larry advisor largest middle school chapter. ● Fall leadership conference CWU October 12. ● State conference April 24-26 in Spokane. ● DECA – rely on Perkins dollars to fund CTSO. ● What does Perkins look like and what does that funding look like? ● Regional leadership conference Bellevue 8 new chapters 30% above last year for membership. ● FBLA – record attendance to national leadership conference. ● 8 regional conferences. ● State April 23-26 leadership conference. |

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| | | <ul style="list-style-type: none"> • FCCLA – 10 region conference in November. • State conference March 5-7 in Spokane. • For discussion – pricing for CTSOs at Summer Conference. • Propose stipend for CTSOs to attend. |
| B. WTECB - Report | Paulette Beadling | <ul style="list-style-type: none"> • Written report. |
| C. Region V / ACTE | Nora Zollweg | <ul style="list-style-type: none"> • Mock interviews for regional winners going on to nationals. Cameras turned off and talking to a blank screen. • Conferences – Region V Las Vegas April 30 – May 3 - still looking for presentations. • Vision in San Antonio • ACTE WBL division hosting conference in Bellevue April 2-4, Tim and Nora helping with tours. • Fellows Leadership Program – would like to start with Fall Conference. • Keep low cost and high impact - one per section to participate up to 7 people. • Ross moved <u>that the WA-ACTE fellows leadership development program be approved</u>. The motion was seconded by Maureen Collins and carried. |
| E. Washington STEM | Angie Mason-Smith | Tim – Angie Mason-Smith will be keynote at Fall Conference. |
| IV. Committees | | |
| A. FAME: Foundation Awards Membership Engagement | Ross Short | Finalizing meeting dates and will get information out to committee. |
| B. Legislative | Jodi Jacobs / Tim Knue / Jesse Taylor | Discussed earlier. |
| C. Professional Development | Kevin Smith / Franciene Chrisman | <ul style="list-style-type: none"> • Will start with Summer Conference soon. • DEI added to Fall Conference. • Fall Conference 121 registrations. On track for 150-200 registrants. • Waived attrition at Great Wolf Lodge for low room pickup. • STEM and DEI specialty clock hours. • WA-CCER strand at Fall Conference. • WA-CCER changed bylaws to require WA-ACTE membership. • Great Summer Conference feedback. |
| D. Leadership / Committee Contacts | | Please update with Tess if any information is incorrect. |

| V. Board Information & Learning | | |
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| A. Strategic Plan 2024-2025 | Jodi Jacobs | <ul style="list-style-type: none"> • Old in black. New in green. • Looking into non-paper based check-in. • Increasing membership – thank you to WA-CCER for adding requirement for WA-ACTE membership. • Revamping website. More user-friendly. • Enhancing social media. |
| B. Governing Documents | Jodi Jacobs / Tim Knue | Tim – link to bylaws, etc., on website. |
| VI. Other Business | | |
| A. Executive Director WOVE Approval (Section Subscription Form) | Jodi Jacobs | <ul style="list-style-type: none"> • Tim explained Section WOVE subscriptions. Subscriptions go to WOVE PAC for advocacy, contributions to legislators, etc. Provides access. Subscription legal way for school districts to provide funds. • Maureen Collins Moved <u>that the WA-ACTE Executive Board approve Tim Knue, Executive Director, to work with WOVE and lobby on the Association's behalf.</u> The motion was seconded by Kevin Smith and carried. • Sections take subscription to board for approval to pay for subscriptions. • Tim – WACTA and WAAE additional subscription amounts. |
| B. Next Meeting : November 16, 2024, 8:30 a.m. – 11 a.m., Zoom (<i>new time change determined after meeting</i>) | Tim Knue | <ul style="list-style-type: none"> • November 16, 2024 • January 25, 2025 • March 22, 2025 • May 17, 2025 • August 2, 2025, 8 a.m. – 12 p.m. In-Person Spokane <p>Zoom calendar invites will be sent.</p> |
| C. For the Good of the Order | | <p>Tim – better to start at 8:30 and end at 10:30? Time change?</p> <p>Maureen – weekday evening?</p> <p>Mark – recommend two-hour meetings</p> <p>Jodi – 2 ½</p> <p>Lew – succession plan – Tim will report at November meeting.</p> |
| D. Adjournment | Jodi Jacobs | The meeting was adjourned at 10:59 a.m. |